



Plattsburgh, New York

Randal J. Stone
Assistant Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-561-5965
Fax: 518-561-8236
stoner@cityofplattsburgh-ny.gov

MEMO

TO: Mayor Donald Kasprzak
Members of the Common Council

FROM: Assistant Fire Chief, Randal Stone

DATE: October 4, 2012

RE: Fire and Ambulance Responses

For this two week period: Thursday, September 20, 2012 to Wednesday, October 3, 2012
our Department has responded to the following:

Fire Calls	45
	6 excessive heat, scorch burns
	12 system activations
	7 EMS assist
	1 electrical wiring
	2 dryer fires
	1 dispatched, cancelled enroute
	8 MVA
	2 cooking fires
	1 good intent call
	1 light ballast breakdown
	1 oil or other combustible liquid spill
	1 smoke/odor removal
	1 outside storage fire
	1 CO detector activation

Ambulance Calls	104
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Mutual Aid by CVPH	19
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BUILDING INSPECTOR'S COMPLAINT REPORT: 10/2/12

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	DATE OF CORRECTION
3/19/2012	11	LORRAINE ST	FALLEN STRUCTURE ON PROPERTY	JM	VIOLATION NOTICE ISSUED	CORRECTED	6/12/12
7/12/2012	178-80	MARGARET ST	SANITARY ISSUES	JM		CORRECTED	9/19/12
9/25/2012	5093	SOUTH CATHERINE ST	MOLD	KB		CORRECTIVE ACTION IN PROCESS	
9/25/2012	113	BRINKERHOFF ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
9/25/2012	97	BRINKERHOFF ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
9/25/2012	46	COUCH ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
9/25/2012	43	COUCH ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
9/25/2012	100	BRIDGE ST	DRIVEWAY OPENED	CB		CORRECTIVE ACTION IN PROCESS	
9/27/2012	5453	PERU ST	HEDGES BLOCK VISIBILITY	KB		CORRECTIVE ACTION IN PROCESS	
9/27/2012	112	SAILLY AVEN	LARGE NUMBER OF DOGS, WASTE	KB		CORRECTIVE ACTION IN PROCESS	
9/28/2012	14	DELAND (4 DELORD ST)	MOLD	KB		CORRECTIVE ACTION IN PROCESS	

CITY OF PLATTSBURGH, NY

STATEMENT OF CASH RECEIPTS

Department of Public Library

The undersigned hereby certifies that the following is a complete statement of all monies payable to the City of Plattsburgh received by the above mentioned department, or by the undersigned, during the period beginning September 12, 2012 and ending on September 18, 2012 inclusive.

Purpose for which Received		Amount
6124-2450	Commissions	-
6126-2613	Overdue Charges	344.28
6126-2650	Sale of Scrap - Library Auction	-
6126-2655	Minor Sales	111.14
6127-2690	Lost/Damaged Property	23.00
6127-2701	Refund Prior Year Expense	-
6127-2705	Gifts and Donations	-
6127-2755	Trust Fund Income	-
6227-2760	CEF Library System	-
6330-3840	State Library Aid	-
6330-3842	State Aid	-
	General	478.42
	Sales Tax @ 8.0% (Minor Sales - Supplies Only) T&A	9.66
	TOTAL	488.08

Dated, Plattsburgh, NY: September 20, 2012

Signed by Jamie A. Parrotte, Administrative Assistant

Received of Jamie A. Parrotte the aforesaid amount of:
Four hundred eighty-eight and 08/100 dollars this 20th day of September 2012.

R. Marks
Richard A. Marks
City Chamberlain

SET_17_CPI
CITY OF PLATTSBURGH 1001
MISCELLANEOUS CASH
Date / Time : 09/20/12 14:59
Payment : \$ 478.42
Receipt # : 216310
Check/Credit Card #: MULTIPLE
Clerk : 1427pjer
D-14-BL PLATTSBURGH LIBRARY

RESOLUTION: GRANT OF EASEMENT PURSUANT TO NY GENERAL MUNICIPAL LAW § 968; CITY OF PLATTSBURGH TO BOMBARDIER MASS TRANSIT CORPORATION.

Whereas, The City of Plattsburgh is the owner of a lot or parcel of land identified on the City of Plattsburgh's real property tax maps as tax parcel 221.14-2-1.4 that was acquired, and is more particularly described, in a deed recorded in the office of the Clinton County Clerk at Liber 987 of Deeds page 158 (hereinafter "City Lot"); and

Whereas, said City Lot has no public improvements and is not used or needed for a public purpose; and

Whereas, Bombardier Mass Transit Corporation plans to construct an approximately 87,600 square foot addition to its manufacturing facility located on an adjacent parcel of land and has requested that the City of Plattsburgh grant it an easement over said City Lot for improved access to its manufacturing facility; and

Whereas, the City Lot is located in a New York State Empire Zone and the grant of said easement will further the goals of the City's Empire Zone Development Plan; and

Whereas, NY General Municipal Law § 968 authorizes the City to sell or lease municipal property located in Empire Zone on such terms as the Common Council may approve after first having held a public hearing on the proposed sale or lease; and

Whereas, the Common Council heretofore consented to the City of Plattsburgh Planning Board acting as lead agency for conducting a coordinated State Environmental Quality Review Act (SEQRA) review of the proposed plant expansion, including the construction of a private drive in the proposed easement area; and

Whereas, on September 24, 2012 the said Planning Board conducted a SEQRA review of the proposed plant expansion and found that the project would not have a significant adverse effect on the environment; and

Whereas, on September 24, 2012 the City of Plattsburgh published notice of a public hearing on the proposed grant of easement; and

Whereas, prior to the adoption of this resolution, on October 4, 2012 at 5PM, the Common Council held a public hearing on the proposed grant of easement and has considered the comments made by those who spoke at the hearing;

Now therefore, IT IS RESOLVED:

1. The Common Council of the City of Plattsburgh authorizes and approves the sale and grant of an easement for ingress and egress to Bombardier Mass Transit Corporation over the said City Lot for the sum of ten dollars (\$10.00) on the terms and conditions set forth in an Easement Agreement, a copy of which agreement has been received and reviewed by the Common Council and is made a part of the minutes of this meeting.

2. The Mayor, on the advice and recommendation of the Corporation Counsel, is authorized to approve non material amendments to said Easement Agreement, and to sign and deliver said Easement Agreement on behalf of the City of Plattsburgh.

Local Law P-3 of 2012 Amending Chapter 219 of the City Code to Regulate Discharges into the City of Plattsburgh's Wastewater System

Be It Enacted by the Common Council of the City of Plattsburgh, as follows:

1. The following sections of Chapter 219 of the City Code are amended to read as follows:

A. City Code § 219-2 is amended to include the term "Significant Noncompliance" which is defined as follows:

Significant Noncompliance: A Significant Industrial User (or any Industrial User which violates paragraphs (C), (D), or (H) of this section) is in significant noncompliance if its violation meets one or more of the following criteria:

- (A) Chronic violations of wastewater Discharge limits, defined here as those in which 66 percent or more of all of the measurements taken for the same pollutant parameter during a 6 month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including instantaneous limits, as defined by 40 CFR 403.3(1);
- (B) Technical Review Criteria (TRC) violations, defined here as those in which 33 percent or more of all of the measurements taken for the same pollutant parameter during a 6 month period equal or exceed the product of the numeric Pretreatment Standard or Requirement including instantaneous limits, as defined by 40 CFR 403.3(1) multiplied by the applicable TRC (TRC=1.4 for BOD, TSS, fats, oil, and grease, and 1.2 for all other pollutants except pH);
- (C) Any other violation of a Pretreatment Standard or Requirement (daily maximum, long-term average, instantaneous limit, or narrative Standard) that the POTW determines has caused, alone or in combination with other Discharges, Interference, or Pass Through (including endangering the health of POTW personnel or the general public);
- (D) Any discharge of a pollutant that has caused imminent endangerment to human health, welfare or to the environment or has resulted in the POTW's exercise of its emergency authority under paragraph (f) (1) (VI) (B) of this section to halt or prevent such a discharge;
- (E) Failure to meet, within 90 days after the schedule date, a compliance schedule milestone contained in a local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance;
- (F) Failure to provide, within 30 days after the due date, required reports such as base line monitoring reports, 90 -day compliance reports, periodic self-monitoring reports, and reports on compliance with compliance schedules;
- (G) Failure to accurately report noncompliance;
- (H) Any other violation or group of violations, which may include a violation of Best Management Practices, which the POTW determines will adversely affect the operation or implementation of the local Pretreatment Program.

B. § 219-35. Slugs and Accidental discharges.

- A. Each user shall provide protection from slugs and the accidental discharge of prohibited materials or other substances regulated by this chapter. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner or users own cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the city for review and shall be approved by the city before construction of any new facility, which will be an SIU. All existing SIU's shall complete such a plan by January 1, 1985. No SIU who commences contribution to the WPCP after the effective date of this chapter shall be permitted to introduce pollutants into the system until accidental discharge procedures have been approved by the city, including control plans. Review and approval of such plans and operating procedures shall not relieve the industrial user from the responsibility to modify the user's facility as necessary to meet the requirements of this chapter In the case of an accidental discharge; it is the responsibility of the user to immediately telephone and notify the WPCP of the incident. The notification shall include location of discharge, type of waste, concentration and volume and corrective action. "The required elements of the control plan include:
- 1) Description of the discharge practices, including non-routine batch Discharges.
 - 2) Description of stored chemicals.
 - 3) Procedures for immediately notifying the City of Slug Discharges, including any discharge that would violate a prohibition under 40 CFR 403.5(b) with procedures for follow-up written notification within five days.
 - 4) If necessary, procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site run off, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and/or measures and equipment for emergency response.
- B. Written notice. Within five (5) days following an accidental discharge, the user shall submit to the superintendent a detailed written report describing the cause of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage or other liability which may be incurred as a result of damage to the POTW, fish kills or any other damage to person or property; nor shall such notification relieve the user of any fines, civil penalties or other liability which may be imposed by this article or other applicable law.
- C. Notice to employees. A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees whom to call in the event of a dangerous discharge. Employers shall ensure that all employees who may cause or suffer such a dangerous discharge to occur are advised of the emergency notification procedure.

C. § 219-43. Reporting requirements for permittees.

A. Compliance date report. Within ninety (90) days following the date for final compliance with applicable pretreatment standards or, in the case of a new source, following commencement of the introduction of wastewater into the POTW, any user subject to pretreatment standards and requirements shall submit to the superintendent a report indicating the nature and concentration of all pollutants in the discharge from the regulated process which are limited by pretreatment standards and requirements and the average and maximum daily flow for these process units in the user facility which are limited by such pretreatment standards or requirements. The report shall state whether the applicable pretreatment standards or requirements are being met on a consistent basis and, if not, what additional O & M anchor pretreatment is necessary to bring the user into compliance with the applicable pretreatment standards or requirements. This statement shall be signed by an authorized representative of the industrial user and certified to by a qualified professional.

B. Periodic compliance reports.

(1) Any user subject to a pretreatment standard, after the compliance date of such pretreatment standard or, in the case of a new source, after commencement of the discharge into the WPCP, shall submit to the superintendent during the months of June and December, unless required more frequently in the pretreatment standard or by the superintendent, a report indicating the nature and concentration of pollutants in the effluent which are limited by such pretreatment standards. In addition, this report shall include a record of all daily flows which during the reporting period exceeded the average daily flow reported in Subsection A of this section. At the discretion of the superintendent and in consideration of such factors as local high or low flow rates, holidays, budget cycles, etc., the superintendent may agree to alter the months during which the above reports are to be submitted.

(2) The superintendent may impose mass limitations on users which are using dilution to meet applicable pretreatment standards or requirements or in other cases where the imposition of mass limitations are appropriate. In such cases, the report required by Subsection B (1) of this section shall indicate the mass of pollutants regulated by pretreatment standards in the effluent of the user. These reports shall contain the results of sampling and analysis of the discharge, including the flow and the nature and concentration, or production and mass where requested by the superintendent, of pollutants contained therein which are limited by the applicable pretreatment standards. The frequency of monitoring shall be prescribed in the applicable pretreatment standards. All analysis shall be performed in accordance with procedures established by the Administrator pursuant to Section 304(g) of the Act and contained in 40 CFR 136 and amendments thereto or with any other test procedures approved by the Administrator. Sampling shall be performed in accordance with the techniques approved by the Administrator.

(C) All reports and certifications must include the necessary signatory requirements per 40 CFR 403.12 (l).

(D) All SIUs must comply with the record-keeping requirements found in 40 CFR 403.12(o).

D. § 219-46. Pretreatment.

A. Users shall provide necessary wastewater treatment as required to comply with this chapter and shall achieve compliance with all federal categorical pretreatment standards within the time limitations as specified by the federal pretreatment regulations. Any facilities required to pretreat wastewater to a level acceptable to the city shall be provided, operated and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the city for review and shall be acceptable to the city before construction of the facility. The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the city under the provisions of this chapter. Any subsequent changes in the pretreatment facilities or method of operating shall be reported to and be acceptable to the city prior to the user's initiation of changes.

B. The city shall annually publish in its official newspaper a list of the users which were in significant non-compliance with any pretreatment requirements or standards at least once during the twelve (12) previous months. The notification shall also summarize any enforcement actions taken against the user(s) during the same 12 months.

...

D. SIUs must comply with the requirements of 40 CFR 403.12(p) including notifying the City, in writing, of any discharge of a substance, which, if otherwise disposed of, would be a hazardous waste under 40 CFR 261.

2. This law shall take effect immediately upon filing with the New York Secretary of State.



Plattsburgh, New York

Community Development Office
41 City Hall Place
Plattsburgh, New York 12901-2936
518-563-7642
Fax: 518-563-4208
hartmannm@cityofplattsburgh-ny.gov

October 2, 2012

Honorable Mayor Donald Kasprzak
and Common Council
41 City Hall Place
Plattsburgh NY 12901

Re: Project HOME-18-2009
Stone – 27 St. John's Street
Plattsburgh NY 12901

Dear Mayor and Common Council:

Enclosed for your consideration and approval is a Change Order request for \$2,600.00. Work includes replacement of front concrete block wall that is bowing out do to deteriorating old blocks.

This work is eligible under all rehabilitation guidelines and will be funded by the 2009 DHCR HOME Grant.

If you have any questions concerning this matter, please direct them to me.
Thank you for your consideration concerning this rehabilitation project.

Respectfully submitted,

Kenneth M. Primard
Rehabilitation Specialist

mh
1 Atch.
cc: Files

CHANGE
ORDER

DOCUMENT G701

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

PROJECT: Herman + Mary Stone
(name, address) 27 St Johns St
Blattsburg, NY 12901
TO CONTRACTOR: Don Desseault
(name, address) 392 Ravel Hill Rd
Morrisville NY

CHANGE ORDER NUMBER 1
DATE 10/2/12
ARCHITECT'S PROJECT NO HOME# 18-09
CONTRACT DATE 7/17/12

The Contract is changed as follows.

The front block wall is bowing out and requires new blocks on existing footing. The contractor will support the floor joint and remove old block wall. The contractor will install new block wall dual lock reinforcement. Cost

This work is eligible under all grant guidelines for housing rehabilitation. This work will be funded by the DHCR 2009 Grant. The Contractors proposal is attached.

Not valid until signed by the Owner, Contractor, and Community Development Office

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ <u>11,100.⁰⁰</u>
Net change by previously authorized Change Orders	\$ <u>0</u>
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ <u>11,100.⁰⁰</u>
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$ <u>2600</u>
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$ <u>13,700</u>
The Contract Time will be (increased) (decreased) (unchanged) by	(<u>0</u>) days
The date of Substantial Completion as of the date of this Change Order therefore is	<u>10/25/12</u>

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by this Construction Change Directive

<u>[Signature]</u> Contractor	<u>[Signature]</u> Owner
<u>41 City Hall Place</u> Address	<u>Herman + Mary Stone</u> Address
BY <u>Rehabilitation Specialist</u>	BY <u>[Signature]</u>
DATE <u>10/2/12</u>	DATE <u>[Signature]</u>

Representative of Community Development Office

G701-1987

Proposal

Page # _____ of _____ pages

Handy D
Home Improvement

Proposal Submitted To: <u>Herman Stone</u>	Job Name	Job #
Address <u>27 St Johns St</u>	Job Location	
	Date <u>10/2/12</u>	Date of Plans
Phone #	Fax #	Architect

We hereby submit specifications and estimates for:

Complete replacement of broken down
blocks in front porch area. Remove, replace
~~and block bond~~ in crawl space add 6 mill
poly on ground.
Repair footer as needed.

\$2600.

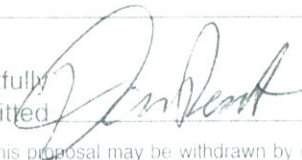
We propose hereby to furnish material and labor – complete in accordance with the above specifications for the sum of:

\$ _____ Dollars

with payments to be made as follows: _____

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted



Note – this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____ Signature _____



Plattsburgh, New York

I 10/4/12
Community Development Office
41 City Hall Place
Plattsburgh, New York 12901-2936
518-563-7642
Fax: 518-563-4208
hartmannm@cityofplattsburgh-ny.gov

September 27, 2012

Honorable Mayor Donald Kasprzak
and Members of the Common Council
41 City Hall Place
Plattsburgh NY 12901-2938

Re: 10 Kim Court

In connection with the 2009 Housing Rehabilitation Program funded with NYS Housing Trust Fund Corp/Division of Housing and Community Renewal HOME monies, the Office of Community Development respectfully requests that it be authorized to advertise for bids for housing rehab for the following project: Shaffer – 10 Kim Court

Some preliminary work needs to be done before the rehab begins. An energy analysis by a certified Business Performance Institute firm, in this case the JCEO Weatherization Division, and a lead base analysis must be performed before any contract is put out for bid. A work write up will be done with the owner that will include any weatherization requirements and the necessary housing repairs.

Each proposal shall be accompanied by a certified check, payable to "City of Plattsburgh." The bid security shall be in the amount of two percent (2%) of the total bid.

A complete set of the contract documents may be obtained from the office of the City Clerk upon payment of a \$15.00 deposit for each set obtained.

Thank you for your consideration in this project.

Respectfully submitted,

Kenneth M. Primard
Rehabilitation Specialist

:mh
cc: File



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

October 2, 2012

Mayor Donald Kasprzak
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**Ref: Request for Permission for Mayor
To Sign Architectural/Engineering
Consultant Agreement with Stantec for
Engineering Services for Geotechnical Investigation
Old Base Marina, Contract #2012-19**

Dear Mayor & Councilors:

It is requested that the Common Council authorize the Mayor to sign an Engineering Services Agreement with **Stantec Consulting Services Inc., 3 Columbia Circle Suite 6, Albany, NY, 12203**, to complete subsurface explorations and to provide geotechnical engineering services for the proposed slope stabilization project for the Old Base Marina access along Oklahoma Avenue that occurred during the May 2011 flooding.

Very truly yours,


Kevin R. Farrington, P. E.
City Engineer

/dn

Encl.

CC: R. Marks, City Chamberlain



Stantec

Stantec Consulting Services Inc.
3 Columbia Circle Suite 6
Albany NY 12203-5158
Tel: (518) 452-4358
Fax: (518) 452-9234

October 26, 2011

Mr. Kevin Farrington, PE
City Engineer
41 City Hall Place
Plattsburgh, NY 12901

Dear Mr. Farrington:

Reference: Oklahoma Avenue Marina Access Road

Stantec Consulting Services Inc. (Stantec) is pleased to submit this scope of services to complete subsurface explorations and to provide geotechnical engineering services for the proposed slope stabilization project located in Plattsburgh, New York at the marina access along Oklahoma Ave. The estimated depth to bedrock ranges from 25 to 75 feet.

Below we have summarized our proposed scope of work. Our intent would be to utilize this scope with a standard City contract once the work is ready to progress for a cost that will not exceed \$21,400.00 (refer to Attachment A). Additionally, the cost for the borings will be invoiced on a unit price basis, so the City will not pay more than \$10,900 for this work, and will in all likelihood pay less.

Task 1 - Meetings

This task includes preparation and attendance at one (1) kick-off meeting with the City. Stantec will prepare and distribute a meeting summary within one week of the meeting.

Task 2 - Subsurface Exploration/Exploration Monitoring/Laboratory Testing

Stantec will retain the services of a subsurface exploration subcontractor to complete the proposed subsurface exploration program. We have assumed that a track mounted drill rig will be able to access the Site.

The proposed exploration program is as follows:

- From the top of the slope, advancing three (3) borings to a depth of approximately 75 feet or bedrock, whichever is encountered first. If bedrock is encountered boring (core) should continue a length of 5 feet into rock at one (1) of these borings.
- From the toe of the slope, advancing one (1) total boring to a depth of approximately 25 feet or bedrock, whichever is encountered first. If bedrock is encountered boring (core) should continue a length of 10 feet into rock.
- Groundwater level readings will be completed at the time of the subsurface explorations through the over burden prior to backfilling of the borings.

The geotechnical subcontractor will also be responsible for the following

- Provide an underground utility clearance through the Underground Facilities Protective Organization (UFPO), municipal authorities, and local utility companies. The project owner shall provide information concerning any underground or overhead utilities. Site will require advance permission from the City for access.

October 26, 2011

Error! Reference source not found.

Page 2 of 2

Reference: Oklahoma Avenue Marina Access Road

- Upon completion, all borings will be backfilled with on-site material.
- Perform laboratory testing, which shall include natural moisture content, Atterberg limits and/or grain size analysis. Stantec will choose the samples which will have laboratory testing based on completed boring logs.
- Provide completed Soil Boring Logs

We have assumed the explorations will be located by tapping from existing site features and the elevation will be based on existing topographic mapping. Survey will not be completed in these areas.

Each boring will be sampled to a depth of 16 feet or a minimum of five feet below existing fill soils (if applicable) using continuous split spoon sampling techniques. The borings will be advanced using standard split spoon sampling techniques (one sample per five feet) following continuous sampling to the target depth. SPT's will be completed in general accordance with ASTM D-1586.

We have included costs for fifteen (15) feet maximum of rock coring. We have also included costs for the collection of seventy (70) Split Barrel samples for potential laboratory testing.

This work includes coordinating the fieldwork with the property owner and our subsurface exploration subcontractor and overseeing the subsurface exploration work. The test borings will be observed on a part time basis by a Stantec representative acting under the direction of the Stantec Geotechnical Engineer.

We are proposing the following laboratory testing:

- Six (6) combined grain size and hydrometer analyses (ASTM D422);
- Three (3) Atterberg Limit determinations (ASTM D4318); and
- Twenty (20) moisture content determinations (ASTM D2216).

Task 3 - Geotechnical Evaluation/Slope Stability Analysis/Engineering Report

This task includes preparation and submittal of four (4) copies of an engineering report, summarizing the findings of the subsurface explorations and laboratory testing program and presenting our final geotechnical slope stability analysis and construction recommendations. The report will be prepared by a Professional Engineer registered to practice engineering in the State of New York.

Respectfully,

STANTEC CONSULTING SERVICES INC.



Robert Cartwright, PE

Principal

Tel: (518) 452-4358

Fax: (518) 452-9234

robert.cartwright@stantec.com

ATTACHMENT A - FEE PROPOSAL

EXHIBIT A PAGE 1

Exhibit A

SALARY SCHEDULE

STANTEC CONSULTING SERVICES INC.
OKLAHOMA AVENUE STABILIZATION
CITY OF PLATTSBURGH

JOB TITLE	ASCE (A) OR NICET (N) GRADE		AVERAGE HOURLY RATES 2011	PROJECTED HOURLY RATES 2012	MAXIMUM HOURLY RATES 2011	PROJECTED MAXIMUM HOURLY RATES 2012	OVERTIME CATEGORY
Engineer 6	VII	(A)	\$63.07	\$64.96	\$78.72	\$81.08	A
Engineer 5	VI	(A)	\$53.30	\$54.90	\$71.04	\$73.17	A
Engineer 4	V	(A)	\$45.01	\$46.36	\$57.74	\$59.47	A
Engineer 3	IV	(A)	\$34.50	\$35.54	\$40.96	\$42.19	B
Engineer 2	III	(A)	\$30.64	\$31.56	\$34.61	\$35.65	B
Engineer 1	II/I	(A)	\$24.26	\$24.99	\$28.81	\$29.67	B
Technician 4	IV	(N)	\$32.31	\$33.28	\$35.38	\$36.44	C
Technician 3	III	(N)	\$26.15	\$26.93	\$30.41	\$31.32	C
Technician 2	II	(N)	\$24.45	\$25.18	\$32.02	\$32.98	C
Technician 1	I	(N)	\$16.55	\$17.05	\$18.00	\$18.54	C
Land Survey 4	V	(A)	\$49.18	\$50.66	\$49.18	\$50.66	C
Scientist 4	V	(A)	\$46.31	\$47.70	\$47.21	\$48.63	A
Scientist 3	IV	(A)	\$31.10	\$32.03	\$33.25	\$34.25	B
Scientist 1	II/I	(A)	\$22.70	\$23.38	\$24.40	\$25.13	C
Technical Typist	NA		\$21.42	\$22.06	\$28.51	\$29.37	C

NOTES:

Hourly rates shall not exceed those shown above

OVERTIME POLICY

Category A - No overtime compensation.

Category B - Overtime compensated on a straight time rate x 1.0

Category C - Overtime compensated at straight time rate x 1.50.

Overtime applies to hours worked in excess of the normal working hours of 40 hours per week.

EXHIBIT B, PAGE 1
STAFFING TABLE

STANTEC CONSULTING SERVICES INC.
OKLAHOMA AVENUE STABILIZATION
CITY OF PLATTSBURGH

JOB TITLE	ASCE (A) OR NICET (N) GRADE	TASKS								Total Hours	PROJECTED HOURLY RATE 2012	DIRECT TECHNICAL LABOR
		1	2	3	4	5	6	7	8			
-	-									0	\$64.96	\$0.00
Engineer 6	VII (A)			2						2	\$54.90	\$109.80
Engineer 5	VI (A)			20						22	\$46.36	\$1,019.93
Engineer 4	V (A)	2								0	\$35.54	\$0.00
Engineer 3	IV (A)									0	\$31.56	\$1,830.43
Engineer 2	III (A)	8	16	34						58	\$24.99	\$0.00
Engineer 1	II/I (A)									0	\$33.28	\$0.00
Technician 4	IV (N)									0	\$26.93	\$0.00
Technician 3	III (N)									0	\$25.18	\$453.30
Technician 2	II (N)			18						18	\$17.05	\$0.00
Technician 1	I (N)									0	\$50.66	\$0.00
Land Survey 4	V (A)									0	\$47.70	\$0.00
Scientist 4	V (A)									0	\$32.03	\$0.00
Scientist 3	IV (A)									0	\$23.38	\$0.00
Scientist 1	II/I (A)									0	\$22.06	\$0.00
Technical Typist	NA									0		
Total		10	16	74	0	0	0	0	0	100		\$3,413.46

EXHIBIT C, PAGE 1
DIRECT NON-SALARY COSTS

STANTEC CONSULTING SERVICES INC.
OKLAHOMA AVENUE STABILIZATION
CITY OF PLATTSBURGH

Travel, Lodging and Subsistence

Trips to	Trips	Miles	
Engineers to Site	3	320 miles/trip	960

960 miles @ \$0.56 \$532.80

Lodging and Subsistence, per diem

	Days	Rate	Total
Per Diem	0	\$70.00	\$0.00
Meals	0	\$46.00	\$0.00

\$0.00

Total Travel, Lodging and Subsistence \$532.80

Printing Cost

	# of Sheets	# of Reports	Cost/Sheet	Total Cost
Design Approval Document				
8 1/2 x 11 Sheets	25	10	\$0.10	\$25.00
11 x 17 Sheets	10	10	\$0.15	\$15.00
Pre-Advance Detailed Plans	0	4	\$0.15	\$0.00
Advance Detail Plans	0	4	\$0.15	\$0.00
PS&E	0	3	\$0.15	\$0.00
Bids Sets	0	20	\$0.15	\$0.00
Public Meeting(s) Visual Aids				\$0.00

Total Printing = \$40.00

Survey Personnel Costs

Prevailing Wage Rates	Hours	@	Rate	Total Cost
Party Chief	0		\$1.96	\$0.00
Instrument Person	0		\$7.97	\$0.00
Supplemental Benefits				
Party Chief	0		\$14.85	\$0.00
Instrument Person	0		\$14.85	\$0.00

Total Prevailing Wage Rates and Benefits = \$0.00

Total STANTEC Direct Non-Salary Cost \$572.80

Subcontractor Costs

Archeology	\$0.00
Soil Boring	\$10,900.00

Total Subcontractor Cost \$10,900.00

EXHIBIT D, PAGE 1

Summary

**STANTEC CONSULTING SERVICES INC.
OKLAHOMA AVENUE STABILIZATION
CITY OF PLATTSBURGH**

Item 1A, Direct Technical Salaries (estimated) subject to audit	\$3,413.46
Item 1B, Direct Technical Salaries Premium Portion of overtime(estimated) subject to audit	\$0.00
Item II, Direct Non-Salary Cost (estimated) subject to audit	\$572.80
Item II, Direct Non-Salary Cost (estimated) subject to audit (Sub-Consultant Cost)	\$0.00
Item II, Direct Non-Salary Cost (estimated) subject to audit (Sub-Contractor Cost)	\$10,900.00
Item III, Overhead (164%)	\$5,598.08
Fixed Fee (10%)	\$910.00
Total Estimated Cost	<hr/> \$21,394.34
MAXIMUM AMOUNT PAYABLE	\$21,400.00

Report Generated on:	09/10/2012 18:40
Data Captured As Of:	09/10/2012 18:40
Disaster Number:	1993
Bundle:	PA-02-NY-1993-State-0029
Applicant:	019-58574-00

Capture Date: 09/10/2012 18:40

**Federal Emergency Management Agency
Project Application Grant Report (P.2)
Disaster: FEMA-1993-DR-NY**

Number of Records: 1

Applicant ID: 019-58574-00
Bundle #: PA-02-NY-1993-State-0029(29)

Applicant: PLATTSBURGH

PW #	Cat	Cost Share	Projected Completion Date	Approved PW Amount (\$)
PA-02-NY-1993-PW-01852(0)	B	N	12-10-2011	24,489.00
Facility Number:	1			
Facility Name:	Roadway Shoulder Embankment			
Location:	Oklahoma Ave fronting Lake Champlain			

Work to be Completed:

In accordance with FEMA Recovery Policy 9524.2; VII, B, 1. a) Reasonable costs for site inspections and limited geotechnical assessments to determine if the failed slope poses an immediate threat to lives, public health and safety, or improved property are eligible.

This PW is for data collection and professional engineering services as needed for the above determination.

The applicant has obtained a proposal from Stantec Inc., a New York engineering firm that includes a scope of work and a fee schedule, both attached.

This PW does not authorize any work on the project site beyond that necessary for completion of the engineering study. At the completion and submittal of the report FEMA will review the findings and make decisions as to further project eligibilities.

NOTES -

RECORD RETENTION: Complete records and cost documents for all approved work must be maintained for at least 3 years from the date the last project was completed or from the date final payment was received, whichever is later.

DOCUMENTATION REVIEW: 20% or more sampling of the documentation was reviewed/validated and found to be complete and reasonable by the FEMA project specialist. If applicable, copies of applicant's pertinent pre-disaster policies, invoices, cancelled checks (or other proofs of payment) were reviewed and samples of payroll data are attached.

PROCUREMENT: If applicable to this project, The applicant is required to adhere to State Government Procurement rules and regulations and maintain adequate records to support the basis for all purchasing of goods and materials and contracting services for projects approved under the Public Assistance program, as stated in 44 CFR 13.36. The applicant has advised they have/will follow their normal procurement procedures.

PERMITS: It is the responsibility of the applicant to obtain all required local, state and federal permits prior to the commencement of work. Any change to the approved scope of work will require resubmission through the state to FEMA and re-evaluation for compliance with the national environmental policies. Noncompliance with these requirements may jeopardize receipt of federal funds.

HAZARD MITIGATION MEASURES:

This project is for engineering study only.

No mitigation opportunities have been identified. This project worksheet is for emergency work only; therefore mitigation is not eligible.

DIRECT ADMINISTRATIVE COSTS: The subgrantee requested Direct Administrative Costs (DAC) that are directly chargeable to this specific project. Associated eligible work is related administration of the PA project only and in accordance with 44 CFR 13.22. These costs are treated consistently and uniformly as direct costs in all federal awards and other subgrantee activities and are not included in any approved indirect cost rates.

Scope of Work:

1 PW	PWs (\$)	Subgrantee Admin Exp. (\$)	Total (\$)
Amount Eligible (\$)	24,489.00	0.00	24,489.00
Federal Share (\$)	18,366.75	0.00	18,366.75



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

October 2, 2012

To: Mayor Donald M. Kasprzak

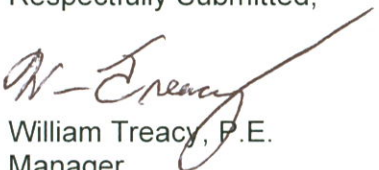
Subject: Utility Wood Poles– Bid No. 2012-8-3
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the five bids received on October 2, 2012 for the above subject contract (See attachment 1).

We recommend award to **Cox Industries, Chelmsford, MA** in the total amount of **\$10,275.10** Cox Industries is the lowest responsive and responsible bidder based on unit prices.

If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,


William Treacy, P.E.
Manager

Enclosure: (1)

CC: City Clerk
MLD Finance Director Kelly Clookey
Councilor Jackson, PMLD Liaison
Bid 2012-8-3 File

CITY OF PLATTSBURGH

BID TITLE: 2012-8-3 MCD Water Utility Rates BID OPENING DATE: 10-2-12 11^{am}

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
Natureside Utility Rates & Sprays 703130 Brynmore Ave	12,315	unsigned	None
Cox Inc. 244 Summit Ave. Chelmsford MA	10,275 ¹⁰	✓	chk.
Mfg. Ireland Canada 1402 Town House Rd W. Dillman MA	10,905-	✓	Bond
Thomson Co 10075 Terrace Dr. Philadelphia MA	11,687 ⁰⁰	✓	chk
Metallurgy Co. 4583 Bunting Rd. Stoughton, MA 01855	11,744-	✓	Bond

2810
2012